

### LAW ENFORCEMENT AND VICTIM SERVICES DIVISION GOVERNOR'S OFFICE OF EMERGENCY SERVICES



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May 1, 2006

To: PROJECT DIRECTORS

LEGAL TRAINING (LT) PROGRAM

Subject: REQUEST FOR APPLICATION (RFA) – FISCAL YEAR 2006/07

The Governor's Office of Emergency Services is pleased to announce the release of the LT Program RFA. The purpose of this program is to provide a statewide program of training, education and research for prosecutors and defense attorneys.

Enclosed is a copy of the RFA for the LT Program, which you should have already received through electronic mail to utilize the computerized forms. Please note the deadline for submission of LT Program applications is Friday, May 26, 2006. All proposals must be postmarked by Friday, May 26, 2006, or hand delivered to this office by 5:00 p.m. on the same day.

Governor's Office of Emergency Services Law Enforcement and Victim Services Division 3650 Schriever Avenue Mather, CA 95655

Attn: LT RFA – Crime Suppression Section

This document is designed to be interactive electronically with fill able forms. However, users will need to use Adobe Acrobat 7.0 in order to save the text of their applications. Users will be able to complete and print forms using Adobe Reader 7.0, but will be unable to save their completed forms without Adobe Acrobat 7.0.

Should you have questions concerning this program or the enclosed RFA, please contact Ann Saldubehere, Program Specialist, Crime Suppression Section, at 916-324-9225.

Sincerely,

JOHN ISAACSON, Chief Crime Suppression Section

**Enclosure** 

# GOVERNOR'S OFFICE OF EMERGENCY SERVICES LAW ENFORCEMENT AND VICTIM SERVICES DIVISION

# LEGAL TRAINING PROGRAM REQUEST FOR APPLICATION

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#### **BUDGET FORMS** (Excel spreadsheet format)

Personal Services – Salaries/Employee Benefits

Operating Expenses

Equipment

- ADDITIONAL SIGNATURE AUTHORIZATION AND INSTRUCTIONS (pdf)
- PROJECT SUMMARY
- <u>SAMPLE OPERATIONAL AGREEMENT</u> (pdf)
- NONCOMPETITIVE BID REQUEST (pdf)
- PROJECT SERVICE AREA INFORMATION (pdf)
- COMPUTER AND AUTOMATED SYSTEMS PURCHASE JUSTIFICATION GUIDELINES (pdf)